

Holy Spirit Vestry Meeting Minutes

Wednesday, February 10, 2021

members present via Zoom meeting: Warren Gartner, Mary Beth Jourdonnais, Clem Work, Torian Donohoe, Holly Swartz, John Crowley, Kevin Borg, Kent Watson, Terri Grotzinger, Mark Dvarishkis, Jeff Serviss, Jocelyn Siler, Nancy Errebo, Caitlin Sherman

- 1) Terri opened the meeting with a prayer and reading of Mary Oliver's "Don't Hesitate"
"joy is not made to be a crumb."
- 2) Administrative matters
 - a. No questions or changes were raised to any of the materials included in the Consent Agenda.
 - b. **Motion to accept the Consent Agenda, seconded, approved**
- 3) No concerns or correspondence from parishioners presented.
- 4) No report from Memorial Foundation this month.
- 5) Financial report – Mark
 - a. Not much to report as the year is just beginning but showing good income through pre-paid pledges.
 - b. Additional funds from the Mary Blair Estate have been made available, approximately \$60,000.
 - c. February 23 at 6:30 pm Mark and Barbara Hagen will be hosting a "Financial Statements 101" class on Zoom that is open to all.
- 6) Old business
 - a. Master Landscaping Plan
 - i. The first step per Kent's presentation is to reach out to the congregation and gather those who want to participate in creating the plan in an organization/orientation meeting – via Zoom. Ideally the first working meeting would be in person in order to have visual aids, but this would depend on virus conditions.
 - ii. Some long-range considerations would include infrastructure, the courtyard, plant, the columbarium, and the parking lot.
 - iii. Kent believes that with monthly meetings to develop the master plan and explore external funding opportunities the process should take around a year to create an actionable plan.
 - iv. **Motion to accept this process/plan, seconded, approved**
 - b. Update on Properties
 - i. The Maintenance Checklist is current and coming up is the State Boiler inspection.
 - ii. Jeff hopes to move forward on refinishing the Parish Hall floor in the coming weeks.
 - iii. There still has been no call back from Max-Tite roofing so Jeff is exploring more options and reaching out other roofers for quotes.
 - iv. Lance Collister is exploring the possibility of installing solar panels on the roof of the Parish Hall.

- v. Jeff is exploring options for repainting the ceiling and walls of the Parish Hall and for re-grouting/sealing the bricks on the outside of the buildings.

7) New business

- a. **Motion to accept Parochial Report, seconded, approved**
- b. **Motion to accept Signature Authority list, seconded, approved.**
 - i. **See attached list for detail.**
- c. An email will go out for Vestry members to choose what ministry they would like to be liaison for.
- d. Discussion on the importance a Vestry retreat in order to solidify where we're going and what our goals going forward are. Concerns were raised about having coasted through the last year due to Covid and desire to look at both the immediate and long-term future.
 - i. Clem will send out a poll to find a date and time.
- e. Mutual Ministry Review – keep in mind for some time in September or October.
- f. Clem is forming a small committee to begin discussing planned giving with members of the congregation. He asked Vestry members to consider joining.
- g. Terri is trying to gather more information from the party that wishes to rent space in the parking lot. Torian and Mark volunteered to dig deeper into questions of insurance and liabilities.
- h. Anna Sayner has again reached out looking for space to rent for use a Montessori school for elementary age children while they look for a permanent space. Terri is still gathering more information.
- i. Safeguarding classes: Training is good for 4 years; Training needs to be completed before the March meeting.
- j. The Bishop plans to visit Holy Spirit on April 18 and will meet with Vestry on April 17 either via Zoom or in person.
- k. Vestry members need to email Judy what month they would like to do the opening prayer for the meeting, Clem volunteered for March.

Next meeting on **March 10 at 5:30** via Zoom and in the Parish Hall (weather and conditions permitting)

Respectfully submitted

Caitlin Sherman
Clerk of the Vestry

Signature Authority
(Approved by Vestry 02/10/2021)

Federal regulations require that our Minutes approve authorized signers for the corporation by name for each account. The following positions and names are submitted for Vestry Approval and for inclusion in the Vestry minutes for February:

Vestry Checking Account at First Interstate Bank

Rector – **Terri Grotzinger**
Parish Administrator – **Judith Parock**
Senior Warden – **Clem Work**
Junior Warden – **Jeffrey Serviss**
Treasurer – **Mark Dvarishkis**

D.A. Davidson Investment Account

For Authorizing Transfers: **Rector** – Terri Grotzinger
Treasurer – Mark Dvarishkis
For Online Access: **Rector** – Terri Grotzinger
Senior Warden – Clem Work
Treasurer – Mark Dvarishkis
Bookkeeper – Constance Gerke

Safety Deposit Box at First Interstate Bank

Rector – **Terri Grotzinger**
Senior Warden – **Clem Work**
Junior Warden – **Jeffrey Serviss**
Treasurer – **Mark Dvarishkis**
Parish Administrator – **Judith Parock**

February Rector's Report to Vestry

No report this month.

The Rev. Terri Ann Grotzinger
Rector

February Assistant Priest's Report to Vestry

Spiritual Formation: During January prepared for first meeting with the new Spiritual Formation Committee by reading *Discover Your Spiritual Type: A guide to Individual and Congregational Growth*. Attended the monthly Social Concerns meeting. I met with Terri and Dorcie to do some planning for our Lenten program. I recruited leaders to assist with the Lenten program and worked with Judy Parock to begin publicity for the Lenten program. I met with the True Colors White Allies reunion group and discussed ongoing plans for anti-racism work within the parish.

Church School: Recorded one Church School service and continue to recruit and organize children and youth to record portions of the adult service one time a month.

Worship. I presided at one Sunday service during January and participated in two coffee hour zoom meetings.

Communication: Provided articles for the Paraclete, and a report for the Vestry, submitted information for the Spirited Times, gave an oral annual report. Participated in two staff meetings.

Pastoral Care: During January I provided pastoral care for 11 individuals/families.

Diocese: I reached out to Scott Anderson the dean of the cathedral in Helena to discuss continuing education. I collaborated with Roxy Klingensmith (St. James Bozeman) on the school for deacons. I collaborated with Randy Pendergraft (Calvary Church Red Lodge) and Archdeacon Dorcie Dvarishkis around support for those in discernment. I continue to participate in the weekly clergy calls on Monday evenings.

Study & Self-Care: In January I met with my Spiritual Direction Group and I met individually with my spiritual director. I began a course (on CD) studying the parables with Eugene Peterson.

The Rev. Gretchen Strohmaier, Assistant Priest

February Vestry Ministry Reports

A) Communications – Judy Parock, Chair

January continued to be a busy month for our Communications Ministry with the Annual Meeting and our preparations for upcoming Lenten activities. Here are the highlights of what has been happening this past month:

- **Annual Meeting:** Preparation of the Annual Report took on a new significance this year with the pandemic and the shut-down of many in-person activities and ministries at Holy Spirit during the past year. I discussed with Terri early on in January about how to approach the report this year, and we decided to just report on the activities that did take place during the course of the year. That still presented a picture of an active and involved parish, even with the limits of no in-person activities.

After the report was prepared it was important to get the information in the report out to the congregation ahead of the meeting so that they would have time to peruse the report. We sent out the reports the Monday before the Annual Meeting via “A Note to the Rector.” The link in that email took the viewer to a page for parishioners only on our website with the names of the reports to click on to view. In response to a parishioner’s confusion regarding the page, we turned those titles into buttons to make it clearer what you clicked on to view the report. That page will remain active for a week after the Annual Meeting. We also put the links to the reports in the weekly Spirited Times. There we linked directly to each report, thus bypassing the difficulties that the earlier parishioner had. We also put the Annual Reports on our church app so that parishioners could link directly to the report on their phones or tablets. We tried to make it as easy as possible to access the report.

- **Website Updates:** A number of updates to our website have taken place this past month. They include:
 - **Creation of a Lent landing page:** With our February newsletter we have a number of events happening in Lent that we want to share with the congregation and others. The creation of a Lent landing page makes it possible to have all of that information in one location on the website. I created a panel on the homepage directly beneath our Sunday service information so that it is easy to find. Even though a number of these Lenten events are featured on the rotator, those links take you to the individual event page and don’t give you the overview of the Lenten materials that the landing page does. We are currently featuring information about Ash Wednesday services, our 2021 Lenten Program, Life Transformed: The Way of Love in Lent, Wrestling with the Truth of Colonization, and other resources available for parishioners to use to deepen their journey through Lent. As we approach Holy Week at the end of March, I will update the page with information about Palm Sunday, Maundy Thursday and Good Friday services.
 - **Updating our Online Ministry page:** We provided a new background to this panel to feature an online Coffee Hour. We also used this image as the header on the page and in the sidebar for the online Coffee Hour. We’ve added Centering Prayer as an online spiritual practice and added an online dialogue heading for our Bearing Witness book study and the two study groups that Emmaus Campus Ministry is opening up to their partner churches. The information for the Camp Marshall summer programs has been updated, and we’ve included information about our online coffee hour in the sidebar.

- **Creation of the Ministries section of website:** Elizabeth has reorganized the webpages related to Outreach under a new heading of “Ministries.” That section of the website now includes the Creation Care page, Community Ministries, Racial Reconciliation, Butterfly Grants and Advocacy at Holy Spirit. Kirk Johnson created a new look for the Creation Care Ministry rotator for the website; we put that up on the homepage. The Creation Care Ministry folks are adding content to their page weekly, so we created a graphic to use to help draw the eye to that section of the page. Their weekly articles, which are featured in the Spirited Times, all focus on how people can utilize this information in their own lives, so the individual articles are introduced with a sentence or two and then linked to a PDF with the complete article. That way we don’t use extra pages on the website, and the information is easy to locate. We liked how that looked so much that we created new graphics for the Community Ministries page to make information regarding the Hellgate Community Ministry and the Parenting Place Community Ministry stand out on their own and not blend into one big block on the page.

The Adopt-A-Need Ministry folks wanted to have a listing of those needs that have already been met listed on their page. Kirk Johnson created a new graphic to use on the webpage to draw attention to this area of the page, and it is a great way of organizing all these bits and pieces of information. It looks really nice. My thanks to Elizabeth Serviss for all her hard work on the website this past month.

- **Church School link:** Following a suggestion from Dorcie Dvarishkis, we are now including the link to the Children’s Worship service in with our weekly Sunday service email. It is hoped that by making this link available in this format, that more people will click in on this worship service. We already utilize the Spirited Times and Facebook to share this link, but this gives us one more venue to use.

– Judy Parock

- B) Holiday Market – Caitlin Sherman (Bob Wattenberg, Online Sale Coordinator)
No report.
– Bob Wattenberg, Chair

- C) Parish Life – Don Gisselbeck (Kathy Swannack, Coffee Hours; Anne Cohen, receptions)
Reception committee report: There were no receptions in January.
– Anne Cohen

Coffee Hours: No report as no Coffee Hours were held.
– Kathy Swannack, Coffee Hour Coordinator

- D) Properties – Kevin Borg and Kent Watson (Margaret Borg and Kevin Borg, co-chairs)
Properties/Buildings Report: Please refer to Jeff Serviss and to the items that he is overseeing.
– Margaret Borg

- E) Rummage Sale – (Marva Gallegos, Chair)
The Rummage Sale Group has nothing new to report.
– Marva Gallegos, Chair

F) Social Concerns –

(Jim Wiley, Chair)

**Social Concerns Committee Report
From Meeting on February 2, 2021**

The meeting opened with prayer led by The Ven. Dorcie Dvarishkis.

- 1) February Blood Drive: Patti Beckley and Audrey Murray gave a status report on the Feb 25th Blood Drive and requested volunteers to support this important event.
- 2) Habitat for Humanity: The Committee received Bob Brewer’s request on behalf of Habitat and additional information provided. SCC will vote on this matter in March. Gretchen Strohmaier mentioned that a Holy Spirit family has been selected to receive one of the three homes Habitat is planning for 2021, and will be exploring how the parish can be more involved this year.
- 3) Update on Racism activities:
 - The book study using *Bearing Witness* is well attended (17-18 per session) and is generating very interesting discussion for those involved
 - “Next steps” for the True Colors, White Allies Workshops are likely to wait until the fall, so that they can be done in person; it is likely that material will be expanded to include racism related to Native Americans
 - We have made contact with the All Nations Health Center and will meet the week of 22 Feb; we are reaching out for other possible speakers/resources.
- 4) Parenting Place / Hellgate High School / Common Good – M.I.C.:
 - Dorcie Dvarishkis provided an annual report/summary from Parenting Place, and mentioned that we are still planning a Parenting Place Sunday for April, after Easter. Also, 2022 will be Parenting Place’s 40th Anniversary. Audrey Murray requested that Parenting Place (and Hellgate High School FRC) be asked to provide information/confirmation on how Holy Spirit funds are used... an evaluation to ensure that funds are effective.
 - No specific news from Hellgate High School, but a group there is trying to get support for Driver’s Ed scholarships, which we might want to promote.
 - Dorcie reminded all about the workshop being sponsored by Common Good, on the impact of colonization... starting February 24th and available both mid-day and evenings
- 5) Updates on On-Going Projects:
 - The annual Poverello Hat/Sock/Glove drive was very successful, with over 100 lbs. of socks, hats, gloves, etc. donated. Having several places around town for making donations may well have contributed to this result and is a “new learning” for the future! Also, several members encouraged neighbors to join in.
 - Holy Spirit offered the Parish Hall to the County for vaccinations, but they have not contacted us (likely the space is too small to be useful for them)
 - Unfortunately, one of the Mexican students in El Golfo had to drop from the program and the group there offered to refund \$100. Instead, the Committee approved a) giving the \$100 to Yazmin, the single mother who had to drop out, and

b) sending another \$100 to pay for the second semester of a second student, Luis, in danger of dropping out despite his very good grades.

6) 2021 Budget:

The Committee's budget for 2021 is \$8,716, including \$1,500 approved by the Vestry for "Mutual Ministry." Unfortunately, in 2020 there was confusion about Mutual Ministry and this was paid twice to parenting Place and Hellgate High School's FRC, so we have in effect prepaid 2021 to both of these groups. Jim Wiley will clarify with Dorcie Dvarishkis and the two groups.

Remaining funds will be used as follows:

\$1,500 for Butterfly Grants

\$1,500 for MIC Membership

The remainder distributed 50% Local – 20% State – 20% International – 10% National

After some discussion about the apparent decline in interest in the Butterfly Grant program, it was agreed that Jim would collect "stories" for articles in the *Spirited Times* or the *Paraclete*. Please send input to Jim Wiley.

7) Other Business:

The Committee discussed focusing on Creation Care, after Easter. Warren Gartner reported having already talked with The Rev. Terri about Sunday April 25th as an appropriate time to do something (close to Earth Day), and said Creation Care Ministry members are considering offering seedlings for home gardening. Other discussion included considering book studies or videos; the videos could be made available in Zoom sessions to include discussion. Warren and Jim will bring this back to the Creation Care Ministry (meeting Feb. 18) for additional input for the Committee's March meeting.

The next Committee meeting will be Tuesday March 2, 2021 at 7:00 pm, via Zoom.

The meeting closed with the Lord's Prayer.

– Jim Wiley, Chair

G) Spiritual Formation – Glenn Hladek (Gretchen Strohmaier, Chair)

See Assistant Priest's report.

– The Rev. Gretchen Strohmaier, Assistant Priest

H) Stewardship – Torian Donohoe (Barb Hosier, Chair)

No report. The Committee plans to meet on February 16 this month.

– Barb Hosier, Stewardship Chair

Torian Donohoe, Stewardship Committee Vestry Liaison

I) Creation Care Ministry – Kent Watson (Karen Simons Gartner, Chair)

The Creation Care Ministry met on 21 January via Zoom. There are 8 active members and Karen Simons Gartner has taken on leadership of the group. They will now meet on the 3rd Thursday of each month at noon. They have 4 main goals, so this report will focus on the work for each goal.

Holy Spirit Sustainable practices. Lance Collister has been talking to 3 different solar power installers to get a quote on the cost of putting solar panels on the church roof. He will continue by contacting the wardens and getting the blueprints to the vendors.

Getting info to members to help them live more sustainably. Articles have been included in the Spirited Times and Paraclete for the last few issues. The Spirited Times articles each link to additional information that has been added to the website regarding ways members can help in caring for Creation. The Paraclete articles are part of a series that will be written by members of the committee sharing their personal stories about ways they care for creation.

Community Voice. Members will contact the Missoulian when we have done more.

Fun opportunities. It was agreed that most of these will have to wait until we can be together. However, members are looking into virtual speakers, and checking to see what else is being done in the state and national church.

Other. Warren Gartner is working with Terri to organize a Creation Care Sunday on April 25 (the Sunday closest to Earth Day). Other members are putting together a container gardening workshop to take place outside the afternoon of the 25th. They are obtaining donations of soil, plants and containers, and members will be able to put together a container garden to take home. This will be similar to the Advent Wreath kits, and will be outside, masked and socially distant.

The minutes from our January 21 meeting are attached to this report as an addendum.

– Karen Simons Gartner